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| **TEMPLE** **CITY UNIFIED SCHOOL DISTRICT****Job Share Request Form 2015-2016 School Year** |
| **Name** |  | **Name** |  |
| **School Site** |  | **School Site** |  |
| **% of time You will work** |  | **% of time you will work** |  |
| **Days you will work** |  | **Days you will work** |  |
| **Grade Level** |  | **Grade Level** |  |

# Is this a new job share? Yes No

 **has greater seniority and will maintain the current position in the event that one person decides not to share the position for the next school year.**

**Per the Negotiated Agreement with TCEA, Article VI, Section 8**

* Job sharing is a voluntary agreement between two permanent (tenured) employees to take a fractional leave of absence from their respective full-time assignments in order to share the full-time responsibilities of one full time assignment.
* It is the unit member’s responsibility to secure a tenured job partner. If the unit member is unable to secure a tenured job share partner, then he or she shall revert to full-time status.
* Job share agreements are for one (1) year only, and must be approved on a year-to-year basis. Job share partners are expected to remain in the job sharing agreement for the duration of the job share agreement.
* Job share partners do not relinquish rights they may have under Section 1.7.2 of the Transfer and Reassignment article to return to a position from which he or she had been displaced.
* If a job share partner exercises his or her rights pursuant to Section 1.7.2 of the Transfer and Reassignment article and returns to a position from which he or she had been displaced, the job share partners shall revert to the employment status held prior to the job sharing agreement unless an alternative plan is agreed to by the District and the Association.
* At the conclusion of a job share agreement, the partner with the greatest seniority will retain the position which has been shared. The remaining teacher will be considered displaced and reassigned in accordance with the Transfer and Reassignment Article.

 **District Policy and Practice:**

* Job Share partners are both expected to attend the **First Teacher Work Day, Back-to-School Night, Open House, Parent Conferences, and District Staff Development Days.**
* Job share partners may trade their scheduled day/times for reasons of illness, personal necessity, or educationally related activities with the knowledge of the principal.
* When a job share partner substitutes over and above his/her assigned part-time work year he/she shall receive additional compensation at the current substitute rate.
* When no job share partner is available, members will need to resume a full-time position (if available), take a leave of absence, or resign their position.

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| **Teacher Signature:** | **Date:** |
| **Teacher Signature:** | **Date:** |
| **Principal Signature:** | **Date:** |
| **Assistant Superintendent:** | **Date:** |

***\*Job Share Request Forms is due by March 1 of each year.***